

**ADAMS COUNTY PROPERTY COMMITTEE**  
**Tuesday, December 16, 2008 4:30 p.m.**  
**Room A260, Courthouse**  
**Friendship, WI 53934**

**CALL MEETING TO ORDER:** Chairman Dehmlow called the meeting to order at 4:50 p.m.

**WAS THE MEETING PROPERLY NOTICED?** Yes

**ROLL CALL:**

**Present:** Supervisors Hartley, Kotlowski, Babcock, Dehmlow and Kirslenlohr

**Others present:** Barbara Petkovsek, Administrative Coordinator; Tracy Hammen, Maintenance Supervisor; Mike Scott, Airport; Jane Grabarski, Emergency Management; Cindy Phillippi, County Clerk; Supervisor Al Sabastiani

**Approve the Agenda** – Motion by Kotlowski seconded by Hartley to approve the agenda as printed. Voice vote. Motion carried.

**Approve Minutes** – December 2<sup>nd</sup> minutes will be approved with the December 16<sup>th</sup> minutes

**Public Participation on Agenda Items** – There was no public participation

**Discuss and/or act on resolution for Space and Facilities Needs Study** – Discussion held regarding the feasibility of moving forward on a long range space and facilities needs study. Motion by Babcock seconded by Hartley to present a resolution to the Board for the Study and to engage Ayres to complete that study. Voice Vote. Motion carried. Kirslenlohr recorded a “no” vote.

**Discuss space needs should a Human Resources department be created by County Board** – Discussion held regarding some possible options, nothing specific determined at this time. This space need will get addressed as part of the space and facilities needs study.

**Report on Airport** - Mike Scott, Airport Manager presented a verbal report to the committee. He reported that activity at the airport has been down about 26% and fuel sales down 40% with the cost of snowplowing and grass cutting up 210% due to primarily to fuel costs. Scott is conversing with Army Corp of Engineers and DNR regarding any expansions to the airport due to wetland considerations. Any grant projects would likely require a 20% match. Motion by Hartley seconded by Kirslenlohr to accept the verbal report as presented. Voice vote. Motion carried.

**Discuss and/or act on disposal of obsolete computer equipment** – Motion by Kirslenlohr seconded by Kotlowski to dispose of obsolete computer equipment items and to use dollars from the auction to cover the cost. Voice vote. Motion carried.

**Discuss and/or act on removal of fiber optic at former highway and library buildings** – Motion by Babcock seconded by Hartley to postpone to the January meeting. Voice vote. Motion carried.

**Update on maintenance items** – Tracy Hamman reported on the following: The carpeting and office moves at Health & Human Services has been completed; Committee room A160 and the District Attorney's offices will be carpeted yet in December; the cost to use carpet squares in the Clerk of Courts office would be \$5,200 (no decision at this time), no quotes have been received for replacing the soffit at the Community Center.

**Set next meeting date and agenda items** – January 13<sup>th</sup> at 9:30 a.m. (Meeting moved to January 16<sup>th</sup> at 9:00 a.m. to include the kick off meeting with Ayres for the building and space needs study)

**Adjournment** – Motion by Kirslenlohr seconded by Kotlowski to adjourn at 5:50 p.m. Voice vote. Motion carried.

Respectfully submitted,

Barbara Petkovsek, Recording Secretary

**Minutes are unofficial until approved by Committee**